



MOUNTAINS RECREATION & CONSERVATION AUTHORITY
Los Angeles River Center and Gardens
570 West Avenue Twenty-six, Suite 100
Los Angeles, California 90065
Phone (323) 221-9944 Fax (323) 221-9934

JOB OPPORTUNITY BULLETIN PARK ASSISTANT III

The Mountains Recreation and Conservation Authority (MRCA) is recruiting a Park Assistant III to perform various construction tasks under direct supervision including new construction, skilled building and grounds repair and restoration work at several different locations around Los Angeles County.

RESPONSIBILITIES:

- Follow written or verbal direction by crew supervisor to complete construction projects
- Assist with repairs to buildings and grounds including electrical, plumbing and carpentry
- Install various park features including landscaping, irrigation, fencing, signs, and site furnishings
- Operate power tools and other equipment
- Perform physical labor
- Assist with transportation and delivery of equipment and materials
- Maintain a safe and clean working environment
- Assist visitors in the parks
- Perform related duties as required

REQUIRED SKILLS:

- 3 years of experience in construction, plant care, grounds maintenance, or related field
- Ability to work independently and with others; work safely using hand and power tools; perform minor mechanical repairs; perform heavy physical labor, including lifting and carrying items weighing up to 90 pounds for a distance up to 50 feet
- Outgoing individual with experience dealing with the public
- High School diploma
- Valid California Drivers License with a satisfactory driving record
- Possession of, or ability to obtain, certification for CPR and First Aid Certificate within three months of hire
- Must be fluent in English

DESIRED SKILLS:

- Proficiency in Spanish
- Technical trade training and/or certification
- Ability to operate a fork lift or other heavy machinery
- Willingness to participate in agency emergency response.

PAY: \$11.76 per hour.

REQUIRED HOURS: Monday through Friday, 8 hours per day, 40 hours per week; may require some weekends and overtime upon prior approval by supervisor.

BENEFITS: No benefits, this is a temporary position.

A local public agency exercising joint powers of the Santa Monica Mountains Conservancy, the Conejo Recreation & Park District, and the Rancho Simi Recreation & Park District pursuant to Section 6500 et seq. of the Government Code.

HOW TO APPLY: Send resume and application to: Giovanna.Allen@mrca.ca.gov or you may fax to: (323) 221-9934 Attention: Giovanna Allen, Human Resources Specialist. Resumes and application will be accepted until position is filled.

DESCRIPTION OF AGENCY: In 1980, the California State Legislature established the Santa Monica Mountains Conservancy (SMMC), a state agency, which preserves California's natural resources. The Mountains Recreation and Conservation Authority (MRCA) is a joint powers agency between the SMMC, the Conejo Recreation and Park District and the Rancho Simi Recreation and Park District. The MRCA retains local jurisdictional powers and is charged with preserving open space in the Santa Monica Mountains region.